

STATE OF LOUISIANA  
SECRETARY OF STATE

W. FOX McKEITHEN  
SECRETARY OF STATE

HELEN J. CUMBO  
ADMINISTRATOR



Commercial  
(225) 925-4704

Administrative Services  
(225) 925-4704

Fax  
(225) 925-4726  
(225) 922-0435

**TRANSMITTAL INFORMATION  
For All Business Filings**

***Registered agent, officer, entity status information available via the Internet***

Business Name (List ***exactly*** as it appears in documents)

Name of person filing document (evidence of filing will be mailed to this person, at address below)

Telephone number

Address

City

State

Zip Code

Mail or deliver the following items to the Secretary of State, at the address below:

- 1) This transmittal form
- 2) Original and one copy of the document
- 3) Filing fee payable to the Secretary of State

Mailing Address: P. O. Box 94125, Baton Rouge, LA \* 70804-9125  
Office Location: 8549 United Plaza Blvd., Baton Rouge, LA \* 70809  
Web Site Address: [www.sos.louisiana.gov](http://www.sos.louisiana.gov)

The seal of the State of Louisiana Secretary of State is a circular emblem. It features a central shield with a pelican feeding its young in a nest. Above the shield is an eagle with spread wings. The words "UNION JUSTICE" are inscribed above the shield, and "CONFIDENCE" is inscribed below it. The outer ring of the seal contains the text "STATE OF LOUISIANA" at the top and "SECRETARY OF STATE" at the bottom, separated by two stars.

**(R.S. 9:3422)**

**Return to: Commercial Division**  
**P.O. Box 94125**  
**Baton Rouge, LA 70804-9125**  
**Phone (225) 925-4704**  
**Web Site: [www.sos.louisiana.gov](http://www.sos.louisiana.gov)**

(see instructions on back)

## **INSTRUCTIONS**

1. In order to enjoy the rights, privileges and juridical status of a Louisiana partnership, and in order to own immovable property in this state or to have the limited liability of any partners of a limited partnership recognized, a foreign partnership must file a statement and affidavit of Registration with the Secretary of State.
2. This form can also be used to amend a foreign partnership's filing in this state, if the information contained in an original filing changes or was inaccurate when made. Until an (amended) registration form is filed, changes and amendments are not effective as to third persons.
3. Please call the Internal Revenue Service at (901) 546-3920 for information on how to obtain a Partnership's Federal Tax Identification number.